# Avaya™ Modular Messaging Quick Check

## Entering your mailbox 1 Enter MMS access number

- No:
- 2. Press #
- 3. Enter your mailbox number 4. Enter your password

- Listening to messages
- Voice messages
- E-mail messages

Faster

Print

Reply

Forward

Reset speed

- Fax messages
- While listening to a message
- Rewind
- Pause
- 2 Forward
- 3
- Slower 4
- Envelope

After listening to a message

- 5
  - 6

8 Skip

Replay

Erase

Skip

Quieter

Message end \*If your system supports multiple languages

Reset Volume/

Next Languages Louder

- Message start

8

### Sending a voice message Record message

After recording

3. Enter address, followed by # (To spell name, press # )

4. Enter another address?

After addressing

Send

To cancel recording

To mark as urgent

# Changing your settings

Greetings

Shortcuts

Password

Cancel/Return to Menu/Exit Finish/Skip

Bypass system greeting

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